



DATE: August 6, 2002

SESA ISSUANCE NO.: 02-32

SUBJECT: 2002 Interstate Connection (ICON) Network Training

1. Purpose: To announce three ICON training sessions to be held in Orlando, FL in September and October 2002.

2. Objectives: Due to state employee turnover, the national office (NO) has decided to offer additional sessions for new programmers on all ICON applications. As a result, the NO has made arrangements with Lockheed Martin Information Technology (LMIT) to conduct three identical training sessions for new interstate ICON programmers. Training sessions will be held at the LMIT Hub. Feedback from previous attendees indicated that the training was useful and provided a better understanding of what is required in ICON programming efforts.

The training will cover all ICON Model Code applications including the Initial Interstate Claims (IB1), Request Wage Transfer (IB4), Report on Determination of Combined Wage Claim (IB5), Planned Automation of the Quarterly Combined Wage Claim Charge (IB6), Interstate Electronic Mail (IB13), Automated Handbook, Vessels, IB Inquiry system (IBIQ), UCFE/UCX and Liable Agent Data Transfer System (LADT). In addition, the new application for exchanging data with the Social Security Administration will be covered.

3. Time and Accommodations: Rooms have been reserved at the Hawthorn Suites, 7601 Canada Avenue, Orlando, FL 32819. Please mention "Lockheed Martin" when reserving a room. The room rate is \$86.00 per night, plus 11% tax. The telephone numbers are 407-581-2151 or 1-800-228-2027. Participants will be responsible for making their own hotel accommodations, and the State Workforce Agency (SWA) trainee is responsible for their travel expenses.

The training will be offered in three sessions from 9:00 a.m. to 5:00 p.m. each day. The training dates for each session are as follows:

- Session I - September 24 - 26, 2002
- Session II - October 8 - 10, 2002
- Session III - October 15 - 17, 2002

Each training session will be conducted over a three-day period and class size will be limited to 12-15 individuals. The Regional Office will notify participants of the session they are scheduled to attend once selection decisions have been finalized. Please note, availability is on a first-come, first-serve basis.

4. Action requested:

- a. Please distribute this issuance to appropriate staff.
- b. Submit the name of each SWA programmer and the session (please provide a first and second choice) he or she would like to attend to Tim Martin at tmartin@doleta.gov by August 15, 2002.
- c. Please advise the SWA programmer to make hotel reservations by September 9, 2002.
- d. Please advise participants to bring with them any specific problems or questions they may have so that resolutions can be discussed with the LMIT technical staff.

5. Inquiries: For additional information, contact Tim Martin at (617) 565-2224 or tmartin@doleta.gov.

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for Workforce Security